Maryland Integrated Map (MD iMap)

Application Subcommittee Charter

Version 2.0

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Record of Changes

Version	Date of Change	Pages Affected	Nature of Change	Author
1.0	10/08/2010	All	Initial	Application Subcommittee
2.0	12/03/2010	Page 2, 3, 4	Redefining sentence and remove links	Application Subcommittee

Record of Approval

Version	Date of Approval	Approver
A	Pending	MD iMap Executive Committee

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CHAPTER 1 INTRODUCTION

1.1   MD iMap Background

Since the early 1990's, the Maryland GIS community, working through the Maryland State Geographic Information Committee (MSGIC) and lead by several key state agencies (Departments of Transportation, Environment, Natural Resources and Planning), has developed and implemented plans for the key elements of a statewide basemap. The elements include transportation features, imagery, elevations, parks and other protected lands, feature/place names and boundaries. Where available and appropriate, existing resources were utilized, such as scanned images of standard US Geological Survey 7.5' Quadrangle maps. Over the years these elements were designed to work with each other to the extent practicable.

At the July 31, 2007 BayStat meeting, Governor O'Malley outlined his vision for a statewide basemap that would serve Maryland agencies and be a model for other state's who might be grappling with similar issues and needs. The Governor's Acting Geographic Information Officer (GIO), Ken Miller, was tasked with developing the model and timeline for implementing the Governor's vision of a statewide basemap for Maryland.

Since the Governor's direction, a collaborative effort has been made by multiple levels of government (State, Regional, County and Municipal) to build out the MD iMap program. For example, the base infrastructure for MD iMap was purchased using a combination of State and County funds; a number of datasets (e.g. address/centerline, imagery and parcels) have or are being developed in a coordinated manner; and representatives from each level are participating in the development of MD iMap policies, procedures, standards and guidance documentation.

1.2   Introduction to Application Subcommittee Charter

The MD iMap Application Subcommittee Charter serves to outline the purpose, membership and operating structure of the subcommittee. The Application Subcommittee is a key component in the development and sustainability of MD iMap.

1.3   Document Structure

This section explains how the document is organized.

- Chapter 1 – Provides an introduction to the MD iMap program and this specific document.

- Chapter 2 – Purpose of the Application Subcommittee

- Chapter 3 – Application Subcommittee Membership

- Chapter 4 – Application Subcommittee Meeting Structure

1.4   Audience

The intended audience for this document is MD iMap stakeholders and participants; as well as any additional audiences interested in the MD iMap.

- State Geographic Information Officer (GIO)
- MD iMap Program Committee members
- MD iMap Stakeholders
- Maryland government GIS personnel
- Maryland GIS vendors
- Others as determined by the MD iMap Executive Committee

1.5   Terms, Acronyms and Abbreviations

A description of terms, acronyms and abbreviations included in this document can be found in the MD iMap Glossary (http://dnrweb.dnr.state.md.us/gis/mdimapglossary/).

1.6   Additional Readings

Additional MD iMap Program documentation can be found on the MDiMap portal.

CHAPTER 2 PURPOSE OF THE APPLICATION SUBCOMMITTEE

The primary function of the Application Subcommittee is to take responsibility for providing direction to the MD iMap technical committee on any technical topic relating to Application.

Specifically, the Application Subcommittee will:

- ❖ Provide recommendations to the MD iMap Technical Committee
    - o Research technical topics
    - o Develop procedures and policies that will successfully eliminate duplication of effort and unnecessary redundancy of application among all levels of government in Maryland
- ❖ Application
    - o Develop application coding framework to be used across different types of maps
    - o Develop service oriented architecture
    - o Develop code update schedules
    - o Develop guidelines to develop and share code
    - o Improve the coordination of the use of GIS tools and spatial data
    - o Promote the use and sharing of geographic information system (GIS) software and tools, establish code standards, and support a community of geospatial providers and users
    - o Make geospatial code discoverable and available to the general public
- ❖ Performance Monitoring
    - o Identify potential enhancements to improve performance or usability of the application and MD iMap infrastructure
    - o Work with other MD iMap subcommittees to identify and monitor overall performance of MD iMap infrastructure (system, applications, data) and any other metrics identified by other subcommittees

CHAPTER 3 APPLICATION SUB-COMMITTEE MEMBERSHIP

Efforts have been made to ensure that there is adequate participation especially from local government and state agencies. Private sector representatives may attend meetings but are not eligible for membership on the Committee. All participation is voluntary and non-compensated. Membership will be for a 1 year term, subject to renewal based on interest and ability to participate.

The Application Subcommittee will consist of the following stakeholder members:

Member Agencies:

- ❖ Baltimore County
- ❖ Baltimore Metropolitan Council (BMC)
- ❖ Center for GIS at Towson University (CGIS)
- ❖ Community College of Baltimore County (CCBC)
- ❖ Department of Business and Economic Development (DBED)
- ❖ Department of Housing and Community Development (DHCD)
- ❖ Department of Juvenile Services (DJS)
- ❖ Maryland Department of Agriculture (MDA)
- ❖ Maryland Department of Environment (MDE)
- ❖ Maryland Department of Planning (MDP)
- ❖ Maryland Transportation Authority (MDTA)
- ❖ State Highway Administration (SHA)
- ❖ Salisbury University

CHAPTER 4 APPLICATION SUBCOMMITTEE MEETING STRUCTURE

4.1 Meeting Schedule and Process

The Team will meet monthly or as required to keep track of issues and the progress of the Initiative's implementation and on-going statewide support to its stakeholders.

4.2 Meeting Agenda

At each meeting, the status of Initiative supporting projects will be reported to the Team by the project manager using an agenda outline such as the following:

A. Introductory Items such as:

- Introductions

- Review Agenda

- Minutes from last meeting

- Review of actions arising from previous subcommittee meetings.

B. MD iMap Application Tasks

C. Consideration of other items relevant to the Initiative

D. Review and summarize new actions from this meeting

E. Plans, date and location for next meeting